



Council

Thursday, 5 December 2024

Appointment of the Chief Executive

Report of the Monitoring Officer and Head of Chief Executive's Department

**Cabinet Portfolio Holder for Strategic and Borough-wide Leadership,
Councillor N Clarke**

1. Purpose of report

- 1.1. To advise Members of the recruitment process undertaken to recruit to the role of Chief Executive following the resignation of the current Chief Executive, Katherine Marriott, and to seek approval of the permanent appointment on the recommendation of the Council's Interviewing Committee.
- 1.2. This report also seeks approval of interim arrangements to apply following the departure of the current Chief Executive until the new appointee commences employment to ensure continuity and stability as well as designation of statutory roles.

2. Recommendation

It is RECOMMENDED that Council:

- a) approves the appointment of Adam Hill to the position of Chief Executive including designation as Head of Paid Service, Returning Officer and Electoral Registration Officer; and
- b) approves the interim arrangements as set out in paragraph 4.10 of the report.

3. Reasons for Recommendation

- 3.1. The Council's current Chief Executive, who is also the Council's Head of Paid Service, Electoral Registration Officer and Returning Officer, resigned in October 2024 and is due to leave the Council towards the end of January 2025. Following her resignation, the Council has sought to recruit to the role utilising the executive search firm Penna to source qualified applicants and support the selection process.
- 3.2. It is a function of the Council's Interviewing Committee to recommend appointments to the post of Chief Executive and for Council to approve the statutory appointment of the Head of Paid Service, Electoral Registration Officer and Returning Officer.

- 3.3. An extensive recruitment process has been undertaken to enable a recommendation for appointment to the post of Chief Executive, Head of Paid Service, Electoral Registration Officer and Returning Officer to be made to Council. A strong field of candidates has been considered for the role and the selected candidate has demonstrated the required skills, knowledge and characteristics to assume this role.
- 3.4. The recommendations also ensure interim arrangements are in place to secure leadership and designation of the statutory roles during any period between the departure of the current Chief Executive and commencement of the employment of the incoming postholder.

4. Supporting Information

- 4.1. The post of Chief Executive is the most senior position within a local authority. They provide overall leadership and vision in developing the strategic organisational direction in accordance with Council policy, budgetary and statutory requirements. They are primarily responsible for the successful delivery of the priorities and ambitions of the Council as set by the elected leadership. The role also requires engagement at county, regional and national levels as a strong advocate for the Council, working closely with local government, central government, commercial partners, statutory agencies, residents, local businesses, and other relevant stakeholders and partners.
- 4.2. As the Head of Paid Service, they have overall responsibility for the management and coordination of the employees appointed by the Council. The post holder is also designated as the Council's Returning Officer and Electoral Registration Officer, which are separate statutory appointments.
- 4.3. Consultants Penna were appointed to support the recruitment process. Their appointment included identifying a pool of appropriately experienced and talented individuals capable of leading the Council and to secure their interest in the post and to support the recruitment process.
- 4.4. The Interview Committee were supported throughout the process by Penna and the Council's Strategic Human Resources Manager. There was strong interest in the role and 16 applications were received. Through the longlisting process, seven candidates were put forward for initial technical interviews. Following feedback from those interviews the Interviewing Committee invited three candidates for further assessment and final interviews held over the course of two days on 25 and 26 November 2024.
- 4.5. The Interview Committee were impressed with the calibre and strength of applicants. The final recruitment process culminated in psychometric assessments along with reference and due diligence checks. Each candidate took part in panel sessions with the Council's Leadership Team, staff, a cross section from some of the Council's external partners and members on the Interview Committee. The process concluded with final interviews with the Interviewing Committee.

- 4.6. The Interviewing Committee agreed unanimously on 26 November 2024, following the rigorous recruitment process outlined above, to recommend to Council the appointment of Adam Hill to the role.
- 4.7. Adam Hill is currently Chief Executive at Mansfield District Council and is a proven leader with over 30 years' experience in the public sector. He has previously served as Deputy Chief Executive at Swansea Council.
- 4.8. The recommendation from the Interviewing Committee to Council can only be made after a period of time has elapsed to allow the Leader an opportunity to make material or well-founded objections on their own behalf or on behalf of one or more Executive members. Where no such objections are received the recommendation for the appointment is referred to Council for approval. Cabinet members were notified of the proposed appointment and have agreed the recommendation, raising no objections.
- 4.9. It is likely that the new Chief Executive will not start with the Council until March 2025. It is therefore important that the Council approves interim arrangements, particularly interim appointments to the statutory roles, to ensure continue leadership.
- 4.10. It is proposed that the Council's Deputy Chief Executives jointly undertake the duties of the Chief Executive in any intervening period with David Banks, Director for Neighbourhoods, being appointed as Head of Paid Service and Peter Linfield, Director for Finance and Corporate Services, being appointed as Electoral Registrations Officer and Returning Officer on an interim basis.

5. Alternative options considered and reasons for rejection

It is a requirement to ensure that the Council employs a Chief Executive/Head of Paid Service and that the mechanism to do so should be pursuant to the Council's Constitution and statutory requirements. The proposed recommendations ensure that the Council fulfils its statutory obligations, delivers priorities and services and addresses strategic risks following an extensive recruitment process.

6. Risks and uncertainties

- 6.1. It is the Council's policy to proactively identify and manage significant risks, which may prevent delivery of business objectives.
- 6.2. It is not possible to eliminate or manage all risks all of the time and risks will remain, which have not been identified. However, based on the information available the risks associated with this recommendation have been identified, as follows.

Action	Risks
1. Approval not given for the recommendation to appoint to the role of Chief Executive	Having a Chief Executive to provide continuity in leadership will mitigate the risk with the delivery of the Council's strategic priorities and ambitions in line

	with expected timescales. A further recruitment process would need to be held, which is unlikely to attract more suitable candidates. Failure to appoint to the statutory roles will mean that the Council will be in breach of its statutory obligations.
--	--

7. Implications

7.1. Financial implications

7.1.1 The salary for the new Chief Executive appointment will need to be paid in accordance with the Council's Pay Policy and will be met from existing budgets.

7.1.2 The two Deputy Chief Executives will be paid an honorarium for the period they undertake the interim duties. This is to be calculated as 50% each of the differential between scale 86 and scale CEX 1 (the lowest scale point for the Chief Executive grade). Again this can be met from existing budgets.

7.2. Legal implications

7.2.1 Section 4 of the Local Government and Housing Act 1989 requires every Council to designate one of its officers as the Head of Paid Service (usually the Chief Executive). The decision to appoint to this statutory role is by law a decision for Full Council.

7.2.2 In addition, section 35 of the Representation of the People Act 1983 requires the Council to appoint an officer of the Council to be the Returning Officer for various elections, polls and referenda and to be the Council's Electoral Registration Officer. Usually, the Chief Executive is appointed to both independent statutory roles and these formed part of the recruitment pack and requirements for the Chief Executive role.

7.2.3 In accordance the Council's Constitution, the Interviewing Committee shortlisted candidates to interview for the post of Chief Executive, undertook those interviews and made a recommendation to Council, taking account of feedback received through the recruitment process.

7.3. Equalities implications

There are no direct equality implications arising from this report. The recruitment process has been conducted in line with the Council's Equality and Diversity policies. The specialist external executive company supporting the process has an inclusive recruitment approach that sought to ensure that the widest range of credible candidates had the opportunity to apply.

7.4. Section 17 of the Crime and Disorder Act 1998 Implications

There are no Section 17 implications arising from this report.

7.5 Biodiversity Net Gain Implications

There are no Biodiversity Net Gain implications arising from this report.

8. Link to Corporate Priorities

The Environment	The appointment of the Chief Executive is critical in the Council having the right leadership and management of the organisation to achieve all of the Council's Corporate Priorities.
Quality of Life	
Efficient Services	
Sustainable Growth	

9. Recommendation

It is RECOMMENDED that Council:

- a) approves the appointment of Adam Hill to the position of Chief Executive including designation as Head of Paid Service, Returning Officer and Electoral Registration Officer; and
- b) approves the interim arrangements as set out in paragraph 4.10 of the report.

For more information contact:	Sara Pregon Monitoring Officer and Head of Chief Executive Department 0115 9148480 spregon@rushcliffe.gov.uk
Background papers available for Inspection:	None
List of appendices:	None